Planning the Intent and Structure of Your EBP/Cultural Competence Meeting

Intent:

You may decide to duplicate or follow closely the intent of the original meeting as outlined in the online document, “Intent and Structure of the Original Meeting.” However, it is up to each organization to decide upon its own purpose/goals, tasks/results, and anticipated results.

Depending on what kind of organization or group you have, the intent of your meeting may vary from that of the original meeting. You are strongly encouraged to preview the online videos and materials to decide what you would like to accomplish/learn at the end of the meeting. Having a clearly defined purpose, identifying tasks or results to be accomplished at the meeting, and suggesting results to come out of the meeting will help participants in your meeting understand the reasons for their involvement and will allow them to participate more fully in discussions of their own.

Structure:

In considering how the video and printed materials from the June 11, 2007 meeting on EBP in the Context of Cultural Competence might be used, we have tried to provide the maximum flexibility to users. Whether you are using the materials to duplicate the original meeting; selecting only some of the materials; using the materials in an agency, classroom, or community organization; or viewing the materials with a small group; you should be able meet your needs by using the materials linked to the “If you want to hold a similar meeting” page of our Web site.

The structure of your meeting can closely follow the agenda of the original meeting or may be altered in ways to suit your organization or audience. Because the video portions of the original meeting are all available online, you can choose to use all or only selected ones from the list at: http://ssw.che.umn.edu/Connections/GSHome/EBPCulturalCompetence/EBP_MeetingMedia.html. It is important to include the opening presentations by Susan J. Wells and Carl C. Bell in order to give your audience the context of the meeting and the meaning of evidence-based practice and child welfare in child welfare.

You may decide to use the video presentations as a lead in to small group discussions at your organization using the guideline documents found at: http://ssw.cehd.umn.edu/Connections/GSHome/EBPCulturalCompetence/EBP_HoldSimilarMtg/HowToReplicate.html, or you may decide to use them as informational material to present to groups without any formal discussion following them. If you do decide to have small group discussions at your organization, their content will be richer if you take some time to design meaningful groupings of your participants. For example, at the original meeting we had small groups by role in child welfare and then small groups by region served.
If you do decide to have small group discussions of your own, we suggest that you decide ahead of time how the output of the groups will be captured and disseminated. You may want to assign independent note takers to each group or to use a pre-identified group member to take notes. Once notes are taken, it will be helpful to everyone if they are compiled in some fashion and distributed to all the participants.

The most important part of using the materials on evidence-based practice/cultural competence in child welfare is to use them to start a change in service delivery and/or administration in your organization by planning for your next steps. Beyond just compiling the notes from your meeting, how will you disseminate the information derived from the discussions you have? It is very helpful to develop a list of tasks that should be done after the meeting to:

• Share the information gathered with the participants
• Publicize the information to interested/influential people who did not attend
• Gather other ideas and comments on the topic within your organization
• Plan for a follow up of some kind to keep the momentum of the meeting going

In whatever location you decide to use the proceedings of our Evidence-Based Practice in Child Welfare in the Context of Cultural Competence meeting, we hope you will find they spark an interest in the topic and in ways to advance it at your organization.